

## **Board Meeting – September 9, 2008**

### **Friends of the Brandywine Hundred Library**

A meeting of the Friends of the Brandywine Hundred Library was held on Tuesday, September 9, 2008, in the conference room of the library. Eileen Lynch called the meeting to order at 7:05pm. In attendance were Eileen Lynch, Joy Naquin, Marcia Dillon, Lois Myoda and Kristie Moore. Also in attendance was Library Manager Tom Weaver. Claire Kantar, Sharon Riddick and Larry Nagengast arrived as the meeting was in progress.

#### **Approval of June minutes**

On motion of Marcia, seconded by Claire, the board approved the June, 2008, minutes as Emailed.

#### **Treasurer's report**

Marcia reported that the board has received a \$500 bequest, and the check has been deposited.

#### **Library Manager's report**

The complete Library Manager's report is submitted with these minutes. A few highlights are listed below:

- Tom had to assist with the September 4 opening of the Garfield Park Lending Library. The community activity center staff have been trained in circulation tasks.
- There is a new long-range planning committee coming up with a 20-year plan.
- There are two new assistants coming on board. This will give the circulation desk near-full staffing. Gloria (principal library assistant) had double knee surgery and will return soon. Kay Lacy has also returned from sick leave.
- There are plans to add additional security cameras. The lighting improvements in Room 107 should get underway soon.
- The library is in good shape on staffing and budget and has no funding requests at this time. Tom suggested that the board may want to create an endowment, to provide an annual operating expense budget.

#### **Brainstorming session and discussion**

Eileen asked for a brainstorming session on ideas for being more productive. The board meetings have not been productive, causing frustration, which lowers participation, which makes us even less productive. Claire and Sharon offered to document ideas on note cards. After twenty minutes of brainstorming, the suggestions were sorted into categories.

The following were suggested as the first improvements to be made:

- Select a new date/time for meeting. A start time of 7:30pm may allow more members to arrive after work. On motion of Larry, seconded by Claire, the board agreed to survey board members within the next two weeks concerning availability and preference about meeting date/time. Larry volunteered to send an Email for the survey.
- Cut back on number of newsletter issues. Ed Fielding will be resigning after the next newsletter. If we can find a new volunteer, Ed is willing to train him/her.
- Come up with an attendance policy; i.e., anyone missing more than a certain number of unexcused absences will be asked to resign the board.

- Recruit members for an executive board and committee chairs. Should consider coming up with orientation for new members.
- Print more copies of each newsletter issue and distribute them more widely; i.e., to new cardholders.
- Reconsider the policy for Email voting.

### **Candidates for president**

Co-presidents Ann Hitchcock and Henry Pautler resigned in August, 2008. Copies of the Emails received from them are attached to these minutes. The board must appoint someone to serve as President until the next election.

According to the by-laws, the president has a number of duties, and the vice-president has only a few. We may want to reconsider the distribution of duties from President to Vice-President. After some discussion about contacting former board members to serve as President until December, 2008, it was agreed that Eileen will continue to officiate meetings for the rest of the year and will pick up presidential duties as much as possible. It is hoped that the board will be able to get through a few months without a formal President.

### **Vietnam Mailbag II.**

The book *Vietnam Mailbag: Voices From the War, 1968-1972* is to be released around Veterans Day of 2008. BHL will be sponsoring a library program with author Nancy Lynch on November 20. Mary Bowler has volunteered via Email to help provide refreshments. On motion of Claire, seconded by Lois, the board approved up to \$200 for refreshments for this event. Since there is still some time for planning, we hope to line up other volunteers to help.

### **Humanities Forum**

The board has already paid for membership in the humanities forum, which means the forum will provide us with two speakers. Unfortunately, the speakers must be scheduled by October 31. The forum likes to have a guarantee of a minimum number of people. Kay Lacy thinks it is too late to come up with adequate advertising and preparation. The consensus of opinion was to renew membership in the forum, and schedule speakers for next year. Claire Kantar volunteered to head the committee that will work with Kay Lacy, get approval for the speakers and coordinate with the library's programs.

Since there was no further business, on motion of Larry, seconded by Sharon, the meeting was adjourned at 8:42pm.

Respectfully submitted,  
Joy A. Naquin  
FBHL Secretary